[ms-0234.006.005.002]

OBSERVER NAME: _____

DATE OF OBSERVATION: _____

SCHOOL: _____

NAME OF PERSON INTERVIEWED: _____

TYPE OF INTEGRATION PROGRAM: _____

GENERAL OBSERVATION FORM FOR MONITORS

The purpose of this form is to assist the monitors and the Task Force in familiarizing themselves about the specific school to be observed. It can be used to gather information on certain variables which can be replicated at the beginning and at certain intervals for comparative analysis. Follow up forms which will measure other aspects of integration will be introduced after monitors have received training and obtained more experience in observing behaviors which are manifestations of attitudes we are trying to evaluate. Additional forms will also be developed for other topics and for the following categories of schools:

1) magnet within school
2) total school magnet
3) learning centers
4) VEEP schools
5) others

The information on this form can be obtained by interviewing the school principal or his/her designate.

I. STUDENT POPULATION		Number	Percent
(a) Total School Site:	Black		
	Hispanic		
	Asian		
	Anglo		
	Other		

		NUMBER	% OF TOTAL (a)
(b) Resident Student Population:	Black		
	Hispanic		
	Asian		
	Anglo		
	Other		
(c) Non-resident Student Population:	Black		
	Hispanic		
	Asian		
	Anglo		
	Other		

II. STAFF COMPOSITION

	Black	Hispanic	Asian	Anglo	Other	TOTAL
Administrator						
Secretary						
Teachers: Full-time						
Part-time						
Counselors						
Custodians						
Security						
Other: Please list each						
Cafeteria						
Nurse						
Library/Media Centers						

III. INTEGRATION PROGRAM other than race/human relations, such as: magnet, learning centers, pairing, clustering, career centers, individual site initiated, etc.

Please describe what these programs are. _____

_____

_____

_____

_____

_____

_____

_____

Please state program goals as adopted for this school year.

(integration goals) _____

_____

_____

(educational goals) _____

_____

_____

What is the current status of the programs? _____

_____

_____

What are the strengths of these programs in helping integration? _____

_____

_____

_____

_____

What are the weaknesses of these programs in helping integration? _____

_____

_____

_____

IV. RACE/HUMAN RELATIONS PROGRAM (get copy of school's Race/Human Relations Program)

1. Please list the various activities with the following information:

Type of Activity	How often does the activity occur/meet?	Where does the activity take place?	check appropriate columns: Mandatory for Staff	Voluntary for Staff	Mandatory for Students	Voluntary for Students	Number of Parents Involved	Number of Staff Involved	Number of Students Involved	Number of business/neighborhood people involved

2. Obtain copies of attendance records, if available.

3. Describe the programs with specific reference to content on race. (attend and observe)

_____

_____

_____

_____

_____

_____

_____

_____

4. Describe the school's plans to evaluate the effectiveness of the program_____

_____

_____

_____

_____

_____

_____

_____

5. What program is the most effective from perspective of school administrator? (describe only one)

_____

_____

_____

_____

_____

_____

_____

_____

V. COMMUNITY INVOLVEMENT IN SCHOOL

ORGANIZATION	Existing at School	Number of Members	Number of Black Members	Number of Hispanic Members	Number of Asian Members	Number of Anglo Members	Number of Other Members	DESCRIBE Role/Function
Parent Teachers Assoc. (PTA) _____ Chairperson								
Community Advisory Council (CAC) _____ Chairperson								
School Advisory Council (SAC) _____ Chairperson								
School Site Committee (SSC) _____ Chairperson								
Follow through Parent Advisory Committee _____ Chairperson								
Title I Parent Advisory Committee _____ Chairperson								
Other special advisory committees _____ Chairperson								

San Diego Integration Task Force

MONITOR LOG

Name: _____

School: _____ Date: _____

Objective of Visit: _____

Observations: _____

Persons Interviewed:

Name	Position	Comments

Comments: _____